



# CA classes

## OUR TERMS & CONDITIONS

<b>Name:</b>	
<b>Contact Number</b>	
<b>UNISA Student No:</b>	
<small>[Your UNISA Student number will act as your Agreement Reference Number]</small>	

The signatory/participant below agrees to the following terms and conditions as set out by CA Classes (Pty) Ltd ("CA Classes"):

### Registration and acceptance to the CA Classes programme

Registration and acceptance to the CA Classes programme will only be complete when all of the following requirements are met:

1. Completion of on-line application form on the CA Classes website ([www.caclasses.co.za](http://www.caclasses.co.za))
2. Submission of the signed terms and conditions
3. Submission of all supporting documents
  - a. Certified copy of participant ID
  - b. Certified copy of proof of residence
  - c. Certified copy of academic record of participant
  - d. Debit order form (if this payment option is selected)
4. Payment of the fees payable (depending on the payment option selected)
5. Receipt of written confirmation of acceptance, via email, from CA Classes

### Amendment and/or discontinuation of the CA Classes programme

CA Classes reserves the right to cancel and/or amend the CA Classes programme, commencement and termination dates and timetables without prior notice, which discretion shall be exercised reasonably, to accommodate changing circumstances.



Company Reg. No. 2013/079916/07

Directors: Eric Mogale Ndlovu CA (SA), RA • Pedume Charles Malemone CA (SA) • Michael Andrew Butchart CA (SA), RA

☎ 0861 222 979 ☎ 086 297 6448 ✉ [info@caclasses.co.za](mailto:info@caclasses.co.za)

[www.caclasses.co.za](http://www.caclasses.co.za)

**Initial  
Here**



# CA classes

CA Classes, at its sole discretion, which discretion shall be exercised reasonably, may combine classes of similar academic level and content or cancel tuition in any programme advertised and offered on an insufficient demand basis, provided that the fees payable shall be adjusted accordingly.

CA Classes may, from time to time, introduce rules and regulations deemed necessary relating to module attendance, student conduct and other related matters.

## **Right of acceptance and admission**

CA Classes, or any of representatives, reserves the sole right of acceptance of anyone to the CA Classes programme.

CA Classes, or any of representatives, also reserves the right of admission to its business premises and any other venue whereby the CA Classes programme is conducted. The CA Classes business premises are:

Cherry Lane Office Park/ shopping Centre  
2nd Floor  
Cherry Lane Centre  
Cnr Fehrsen & Muckelneuk Street  
Brooklyn  
Pretoria

## **Fees/Tuition payable**

The fees payable under the CA Classes programme are for tuition (classes) only but do not include: notes, textbooks, stationery or other items that CA Classes may deem necessary for the participant to acquire for the duration of the CA Classes programme. These items will be charged for separately.

The signatory/participant will be responsible for the cost of transport and any specialised consumables used during the CA Classes programme, including but not limited to: specialised stationery, printing of assignments, toolkits or any other material-whether in printed or electronic format.

The signatory/ participant they will be liable to CA Classes for payment of all fees in full. The signatory/ participant also undertake to settle the fees as per selected payment option. Failure by the signatory/ participant to attend lectures will not reduce liability for payment of the fees in full.



Company Reg. No. 2013/079916/07

Directors: Eric Mogale Ndlovu CA (SA), RA • Pedume Charles Malemone CA (SA) • Michael Andrew Butchart CA (SA), RA

☎ 0861 222 979 ☎ 086 297 6448 ✉ info@caclasses.co.za

[www.caclasses.co.za](http://www.caclasses.co.za)

**Initial  
Here**



# CA classes

CA Classes does not accept any cash payments. All payments need to be made via EFT [Electronic Funds Transfer] for Payments Option 1 and Payment Option 2. The student is liable for any fees that may arise from direct deposits of cash and/or cheques into the CA Classes bank account and should ensure sufficient funds are deposited with the tuition fee to cover these costs. With regards to Payment Option 3 the signatory/participant will complete the bank debit-order form giving CA Classes authority to deduct the tuition fees plus included administration costs on a monthly basis over an eight month basis upon date of registration.

## Refunds

The signatory/participant will be entitled to receive a refund (calculated below), where:

- i). Written notice of cancellation is received by CA Classes within seven (7) working days of the first lecture conducted. The signatory/participant is referred to the CA Classes timetable which can be found on the CA Classes website.
- ii). Amounts refundable will be calculated as follows:
  - a. Under payment option 1 – R8,437.50 (75% of total fees excluding the 10% discount)
  - b. Under payment option 2 – R3,125.00 (75% of total fees, less first amount paid)
  - c. Under payment option 3 – Only the first two debit orders will be processed

Cancellations will be confirmed in writing and the refunds paid within 14 working days of confirmation.

Cancellation requests received after seven (7) working days of the first lecture conducted will not be considered.

## Indemnity

CA Classes, or any of its representatives, shall not be liable for any loss or damage, howsoever sustained, whilst the signatory/participant is taking part in the CA Classes programme. The signatory/participant hereby indemnifies CA Classes, and/or any of its representatives against all and any claims made by any person whatsoever in respect of any damage arising out of any gross negligence or intentional acts or omissions by the signatory/participant.



Company Reg. No. 2013/079916/07

Directors: Eric Mogale Ndlovu CA (SA), RA • Pedume Charles Malemone CA (SA) • Michael Andrew Butchart CA (SA), RA

☎ 0861 222 979 ☎ 086 297 6448 ✉ info@caclasses.co.za

[www.caclasses.co.za](http://www.caclasses.co.za)

**Initial  
Here**



# CA classes

The signatory/participant accepts liability for damage to CA Classes business premises, injury to, or death of any person, or loss or damage to personal effects and possessions as a result of the actions of the signatory/participant whilst the signatory/participant is on or off the CA Classes business premises, and he/she/they hereby indemnify CA Classes accordingly.

No guarantees, promises or representations of any nature are made by CA Classes pertaining to the signatory/participant's enrolment for programme/s with regard to the signatory/participant's success or failure or otherwise.

In the event of an act of God, war, insurrection, industrial or student unrest, natural disasters or other such events that may cause the temporary cessation of classes, CA Classes shall use its best endeavours to resume lectures as soon as is practically possible; however, no guarantees can be made in this regard.

## **Marketing**

CA Classes may, from time to time, send the student and/or the signatory/participant marketing material by electronic methods of communication.

CA Classes may use any images (photograph or other) taken of the signatory/participant in any advertising without restriction. The student herein consents to such use.

CA Classes has the right to view and obtain the signatory/participant's results from external examining bodies. In addition, the signatory/participant consents to CA Classes providing information, including personal information and/or the signatory/participant's results, to the conferring body or any other third-party academic partner, and/or providing confirmation of completion or non-completion to external bodies and to verifying the signatory/participant's results upon request from external bodies. "External bodies" shall include third-party academic partners. Such information will only be provided insofar as may be required for the purposes of this agreement and for the studies being undertaken by the signatory/participant.

## **Academic integrity**

Academic integrity is taken very seriously. Any violations of academic integrity by the signatory/participant including, but not limited to, cheating or plagiarism, will result in disciplinary action being instituted against the signatory/participant, which could result in expulsion from the CA Classes programme.



Company Reg. No. 2013/079916/07

Directors: Eric Mogale Ndlovu CA (SA), RA • Pedume Charles Malemone CA (SA) • Michael Andrew Butchart CA (SA), RA

☎ 0861 222 979    📠 086 297 6448    ✉ info@caclasses.co.za

[www.caclasses.co.za](http://www.caclasses.co.za)

**Initial  
Here**



# CA classes

## Website

No representations or warranties are given by CA Classes regarding the accuracy of the information contained on the CA Classes website, or any material provided for on CA Classes website or any part of CA Classes website. Any reliance by the signatory/participant on any information and/or material contained on CA Classes website, is at the signatory/participant's own risk and the CA Classes shall have no liability of whatsoever nature to the signatory/participant or any other person, directly or indirectly, arising out of the utilisation of the information and/or material contained on the CA Classes website.

## Signed by signatory/participant:

<b>Full Names:</b>	
<b>ID Number:</b>	
<b>UNISA Student No:</b>	
	[Your UNISA Student number will act as your Agreement Reference Number]
<b>Date:</b>	
<b>Signature:</b>	



Company Reg. No. 2013/079916/07

Directors: Eric Mogale Ndlovu CA (SA), RA • Pedume Charles Malemone CA (SA) • Michael Andrew Butchart CA (SA), RA

☎ 0861 222 979    📠 086 297 6448    📧 info@caclasses.co.za

[www.caclasses.co.za](http://www.caclasses.co.za)

**Initial  
Here**